

City of Fort Smith, Arkansas
Minutes of the Streets, Bridges and Associated Drainage
Capital Improvements Plan (CIP) Advisory Committee Meeting
June 16, 2016

A meeting of the Streets, Bridges and Associated Drainage Capital Improvement Plan (CIP) Advisory Committee was called to order at 12:02 p.m. on June 16, 2016, in the Planning Conference Room #326 of the City by Aaron St. Amant (Chairman).

Committee members present:

Aaron St. Amant – Ward 3 (Chairman)
Stan Vlademar – Ward 1
Tiffinee Baker – Ward 2
Robert Brown – Ward 3
David Armbruster – Ward 4
Philip Rosar – Ward 4

Committee members absent:

Tyler Lamon

City Staff Present:

Stan Snodgrass, Director of Engineering
Greg Riley, Director of Operations
Matt Meeker, Senior Project Engineer
Brian Waldrip, Senior Project Engineer
Jennifer Stevens, Accounting Technician
Jennifer Walker, Director of Finance

Minutes of the May 05, 2016 Meeting

Aaron St. Amant made the motion to approve the minutes from the meeting and Philip Rosar seconded. The minutes were approved 6 in favor and 0 opposed.

New Business:

The last item on the agenda for follow up business was “CIP – Engineering and Other Costs”. Stan Snodgrass requested that this item be moved up to the beginning of the meeting to allow Jennifer Walker, Director of Finance to make a presentation on that item. The committee concurred and Jennifer Walker presented a Sales Tax Fund Allocations to the General Fund Analysis FY 2016 (attached) and gave a brief overview of the street sales tax allocation for applicable departments. Jennifer Walker stated that the Parks Department and the Public Safety Departments (Police and Fire) are excluded from the worksheet as they are not involved in street sales tax program. She stated that the amount of the 2016 street sales tax allocation for city departments has been reduced from approximately \$2.7 million to \$2.36 million. City departments have

varying amounts of their budget allocated from the street sales tax fund. For example, the street sales tax fund covers 80% of costs for the engineering department budget while the Board of Directors have 15% of their budget from it. Robert Brown questioned why the money was being allocated to so many different departments. Jennifer Walker stated that various departments are involved each with differing levels. For example, the finance department processes all the construction pay estimates and request for payments for the street sales tax program. David Armbruster questioned how long ago did we start having different allocations from different departments. Jennifer Walker said she thought it had been in place for more than ten years. Robert Brown asked Jennifer Walker to prepare a report to quantify the amount of cost of each department related to the street sales tax program. Jennifer said she would try to get it completed by the end of July and provide it to the committee. Robert Brown asked to table the discussion of the "Allocation Review" until the report is provided to the committee.

The next item of discussion was the current street ratings. Stan Snodgrass stated that the street ratings were emailed to each member on May 18. Stan Snodgrass explained that the street ratings are used as a starting point to develop a pool of potential street overlays. Once we have a selection pool, they are then reviewed and compared in the field to determine which streets are the most in need. Traffic volumes and street concerns from citizens are also considered when determining the final overlay list. David Armbruster asked when the committee will get a list of the streets that need to be overlaid. Stan Snodgrass stated it should be about a couple of weeks prior to the next meeting. David Armbruster asked if we had a monetary amount for streets and overlays. Stan Snodgrass said it would depend upon other projects and how the overall program was developed. David Armbruster questioned the need to check weight limits on delivery trucks. Stan Snodgrass stated we would have to hire more personnel and scale equipment and that would be an added expense that we couldn't afford. After much discussion it was agreed that a list for possible 2017 overlay projects would be developed in a total amount of approximately \$14 million. The list would be prepared such that there is a running total of the costs of the various streets. The list would be discussed at the next meeting. Robert Brown asked if we could sort the report by the ratings and traffic count. Matt Meeker stated he would have to give an average rating of the street. Stan Snodgrass said an estimate would be made for the traffic counts where none were available. Robert Brown mentioned that we should do more trench repairs for the ride quality in lieu of an entire street overlay. Aaron St. Amant asked to have further discussion at the next meeting at the end of July.

Other Business:

There was follow up discussion about the cost sharing of the Highway 45 Widening project between Highway 71 and Highway 255 (Zero Street). Stan Snodgrass stated that AHTD had approved the minute order (attached) which identified it as a high priority transportation need for the area. The Project is in the 2016-2020 proposed STIP (State Transportation Improvement Plan). The construction letting date is shown as 2020. The AHTD estimated cost is \$15.0 million with \$5.0 million in local match. Stan Snodgrass stated he and Jeff Dingman met with Judge Hudson to discuss cost sharing for the local match of \$5.0 million dollars and that we are looking at 80:20 (City:County)

split. The city's share of \$4.0 million dollars will be proposed in the 2017 five year plan to be ultimately considered for approval by the Board of Directors. An agreement of the understanding with the AHTD, County and City will be processed later this year.

Robert Brown asked where we were on the May Branch drainage project with the Army Corps of Engineers (COE). Stan Snodgrass stated as discussed at the May 5, 2016 meeting, the intent was that the first reach (from the outfall at the Arkansas River extending to 7th Street) would be constructed entirely with City funds. However the COE sent a letter stating that their estimated cost for reach 1 is \$32 million and it was unlikely that the City would receive any federal credit as the cost to benefit ratio is not greater than one. The letter from the COE also noted that extrapolating the reach 1 estimate to the total project cost results in a total cost of \$65 million which is more than double the \$30.85 million authorized for the project. Robert Brown asked if we had to go by the COE standards. Stan Snodgrass stated we will be looking into other alternatives to reduce the flooding in the May Branch basin.

There was follow up discussion regarding the Committee's suggested changes to the Minimum Street Standards. Those items considered the installation of under drains along both sides of the street, a longer warranty period and a significant build out of the subdivision before acceptance of the street by the City. Stan Snodgrass stated that in certain areas it is not necessary to have under drains on both sides because it is usually installed on the higher side. Also, it is not needed on the side with storm drain along the street as the excavated trench around the storm drain functions similar to a under drain.

There was discussion of requiring a warranty period of four years (instead of two years) after acceptance of the streets. Stan Snodgrass stated that we don't see many failures within the first four years and did not think doubling the warranty period would cover early failures but would have an increase on development costs. A similar concern arises if a requirement for a significant build out of the subdivision is required before acceptance of the streets by the City. Some of the subdivisions may not have much of a build out for many years and the requirement for a developer to provide a bond for such a long period is not feasible.

After much discussion it was agreed that the subgrade material requirements should be reviewed in great detail. Stan Snodgrass said he would look at including that item in the 2017 program and it would likely take a year to complete due to numerous meetings and input from the development community. Stan expressed concern that if the development standards are higher than surrounding communities, it could have a negative effect on proposed developments as it would not be considered business friendly.

There was an update on the A & M Railroad crossing replacement on North B Street, just to the east of Riverfront Drive. Stan Snodgrass stated that the railroad company is going to split the approximately \$50,000.00 cost with the City. The work is scheduled for mid July and should only take a couple of days.

David Armbruster requested an update on the items in the CIP Plan. Stan Snodgrass stated that he will pull together some information on it for the next CIP meeting in July.

Robert Brown asked about the status of the Zero Street (Hwy 255) widening east of Massard that extends to the Arkansas College of Osteopathic Medicine and if that project could be accelerated. Stan Snodgrass stated that the project is similar to the Hwy 45 widening project previously discussed and is also being handled by the AHTD. The project is slated to start construction in 2020 and the AHTD is currently developing a cost share agreement. Given the time for survey, design, ROW acquisition and utility relocation, acceleration of the project earlier than 2020 is not likely.

Tiffinee Baker asked about the extension from North 62nd Street (south of Kelley Highway by Walmart) to Grand Avenue. Stan Snodgrass said the developer for the area by Walmart (Tapp Development) had plans approved to go all the way to the Sunnymede Creek crossing but had delayed the project when there was a down turn in the economy a few years ago. Stan said he and Jeff Dingman had talked with Barry Tapp earlier this week about coming up with a proposal to cost share with the city to extend 62nd Street. East of the creek is really low relative to the Arkansas River floodplain and it would have to be built up at least 4 to 5 feet. Further discussion about cost sharing for the 62nd Street extension is pending upon receipt of a proposal from Tapp Development.

Citizens Forum

Kieli Simpson asked for the committee's thoughts on sidewalks. Do we have enough? We don't have them everywhere that a Transit Bus stops. Do we need more? Stan Snodgrass stated that we can't use Street Sales Tax money to construct stand-alone sidewalks. Greg Riley stated that the Board of Directors say yes we need more, but we don't have enough money. David Armbruster asked if there was a certain area in which she was referring. Kieli stated that they are needed everywhere that a Transit Bus shelter is located and along our main streets.

With no further discussion or business, the meeting was adjourned by Aaron St. Amant at 1:52 p.m.

The next meeting date will be July 28, 2016 at 12:00 p.m. in the Planning Conference Room #326.

Sales Tax Fund Allocations to General Fund Analysis FY2016

Program	Description	FY16 Budget	% Street Sales Tax	
			Allocation	Allocation
4101	Board of Directors	\$ 127,760	15%	\$ 19,164
4102	City Administrator	523,746	20%	104,749
4405	Internal Audit	240,628	17%	40,907
4104	Human Resources	567,218	10%	56,722
4109	Safety & Risk Mgr	87,190	10%	8,719
4105	City Clerk	358,351	10%	35,835
4301	Finance	1,124,300	20%	224,860
4303	Collections	369,024	10%	36,902
4304	Utility Billing / Cust Svc	1,679,724	2%	33,594
4306	Purchasing	603,678	10%	60,368
4401	IT	1,724,390	24%	413,854
4103	Engineering	1,484,307	80%	1,187,446
4106	Planning & Zoning	690,517	20%	138,103
			Total Eng/Admin	\$ 2,361,223
			FY16 Transfer**	2,360,000
			Variance	\$ 1,223

Note: Allocations will be reviewed in August 2017 in preparation for the 2017 budget.

** Original transfer was estimated at \$2.7M, but after General Fund budget cuts, the final estimate is \$2.36M.

ARKANSAS STATE HIGHWAY COMMISSION

MINUTE ORDER

District: Four

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County: Sebastian

Category: Improvement Project-Arkansas Primary Highway Network (APHN)

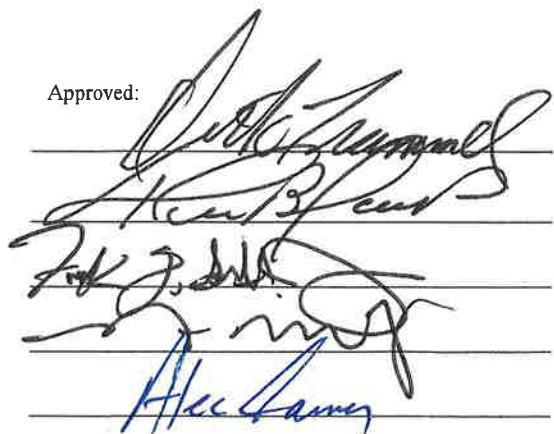
WHEREAS, IN SEBASTIAN COUNTY, in the vicinity of the City of Fort Smith, traffic volumes continue to increase on Highway 45 between Highway 71 and Highway 255, a distance of approximately 3.0 miles; and

WHEREAS, the City of Fort Smith has identified capacity improvements to this two-lane route as a high priority transportation need for the area.

NOW THEREFORE, the Director is authorized to enter into the necessary agreements with local officials and to proceed with surveys, plans and construction of this improvement project as funds become available.

FURTHERMORE, because of the high cost associated with these improvements, cost sharing through a partnering arrangement with the local jurisdictions should be explored. At a minimum, possible removal of existing highways from the State Highway System should be considered.

Approved:



Chairman

Vice-Chairman

Member

Member

Member

DD-COO

Submitted By:



Deputy Director and Chief Operating Officer

Approved:



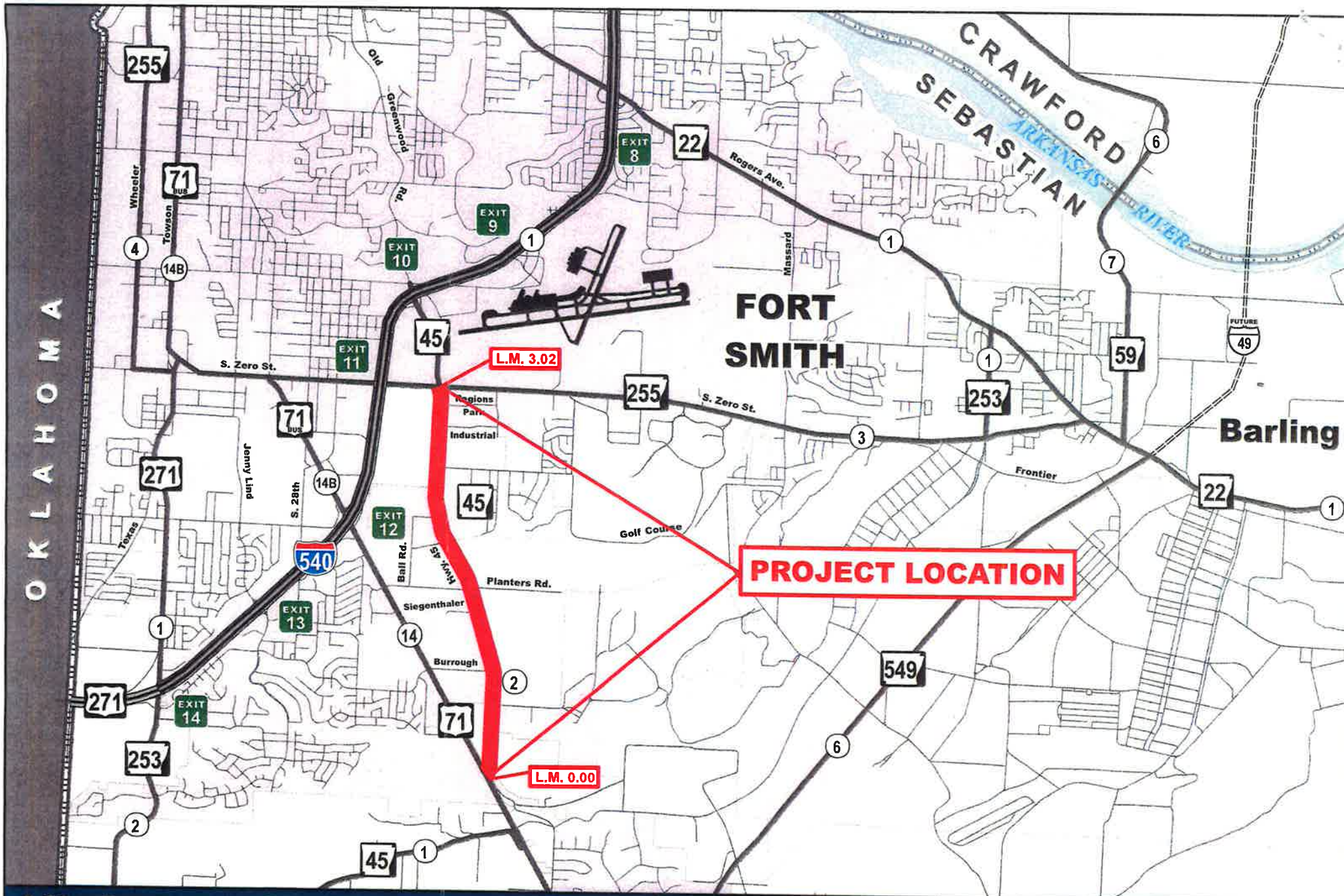
Director

Minute Order No.

2016 024

Date Passed

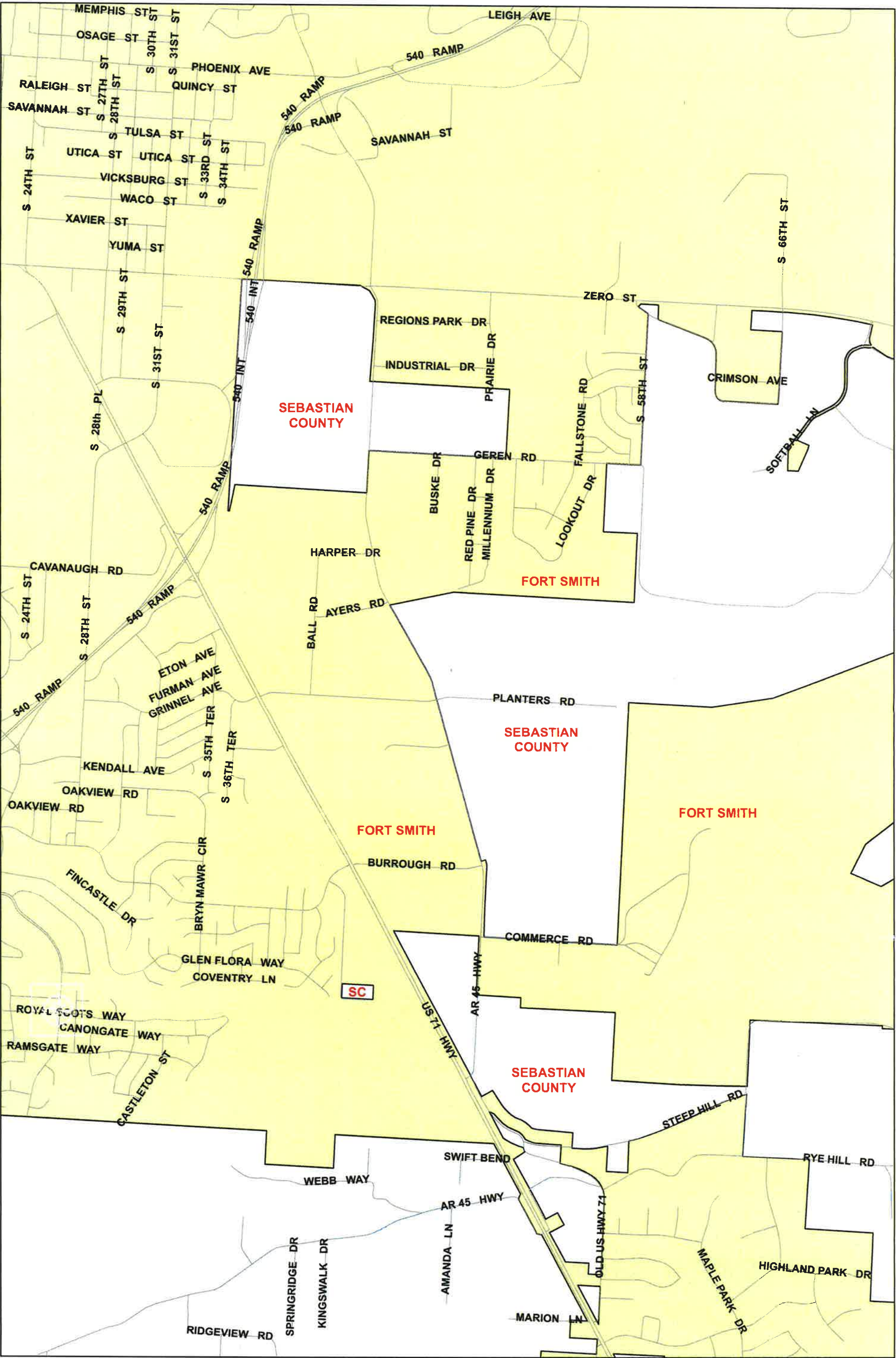
MAR 2 2016



Highway 45 Widening Highway 71 to Highway 255 Vicinity of Fort Smith Sebastian County



TN040012



CITY LIMITS AT ARK HWY 45